

**MINUTES
EXECUTIVE COMMITTEE MEETING
ARKANSAS WORKFORCE INVESTMENT BOARD
August 20, 2004**

Chairman Steve Lux called to order a teleconference meeting of the Executive Committee, Arkansas Workforce Investment Board, at 2:08 p.m. on Friday, August 20, 2004. Members who were able to participate included Mr. Tom Anderson, Senator Gilbert Baker, Dr. Steve Franks, Ms. Catherine Janosky, Mr. Steve Lux, and Mr. Jim Smith. Mr. Larry Featherstone, Mr. Alan Hughes, and Mr. Jim Putlak were not able to take part in the teleconference. Approximately 5 representatives from the public were present and members of the State WIB staff. Mr. Artee Williams, AESD Director, also attended.

Mr. Lux began by welcoming members to the meeting.

Action Item 1 - Minutes: Chairman Lux directed the attention of the Executive Committee to the minutes of the July 13, 2004 Executive Committee meeting on pages 1-6 of the agenda book.

The minutes were approved on a motion made by Dr. Steve Franks, seconded by Mr. Tom Anderson, and carried unanimously.

Report of Executive Director: Chairman Lux asked Ms. Winston for the Executive Director's report. Ms. Winston began by providing gratitude to Ms. Cindy Varner for standing in as acting director in her absence.

Ms. Winston then stated that the AWIB received a letter from Mr. Rodney Larson, Central Arkansas Planning and Development District, Inc., on behalf of the ten local workforce investment areas, regarding comments about the Sanctions Policy. Ms. Winston explained that the AWIB staff is reviewing the comments submitted, and the public comment period would be extended for an additional 30 days.

Next, Ms. Winston explained the AWIB received an Attorney General (AG) opinion. Ms. Winston explained the AG responded to a request from Senator Steve Faris to clarify information regarding the Arkansas Workforce Investment Board (AWIB) and the Arkansas Employment Security Department (AESD). Ms. Winston stated the AWIB staff is currently reviewing the AG opinion, and explained that a copy of the AG opinion may be obtained from the AG website. Ms. Winston read two questions that specifically related to AWIB and the Attorney General's response to those questions. Senator Gilbert Baker asked Ms. Winston whether the payment of the salary of Mr. Jason Brady, Director of the Washington D.C. Office of the Governor, has anything to do with AWIB? Ms. Winston explained that it does not. Chairman Lux asked whether there was any clarification regarding the integration of AWIB and AESD. Ms. Winston explained that there has not been any clarification due to the lengthy process of requesting guidance from various agencies. Ms. Winston noted that the Attorney General's opinion was available on the Attorney General's website. Mr. Jim Smith asked whether the AWIB is in compliance. Ms. Winston explained that according to the AG, the AWIB is not in

compliance, and then explained the Attorney General's opinion is only an advisory opinion. She then explained that she is waiting on a response from the United States Department of Labor, Office of Inspector General, before making any decisions. Chairman Lux asked whether the Governor's legal staff commented on the Attorney General's opinion. Ms. Winston stated the Governor's legal staff has not made any comments regarding the Attorney General's opinion dated August 6, 2004. Ms. Catherine Janosky asked for clarification of AWIB responsibilities regarding this situation. Chairman Lux provided an explanation of the occurrence of events leading up to the legislative audit. Ms. Winston stated that information from all offices, Legislative Audit Committee, Attorney General's Opinion, and USDOL Office of Inspector General, will be considered before any changes are made to the organization. Dr. Steve Franks asked whether Ms. Winston and Mr. Williams, Director, AESD, were going to pursue the integration of the two agencies during the next legislative session. Ms. Winston explained that they have not decided at this point.

Information Item 2 – PY 04 Workforce Information Grant: Chairman Lux instructed the members to turn to the last page of the agenda book to review PY 04 Workforce Information Grant.

Chairman Lux explained the Employment and Training Administration released the planning guidance and application instructions for the PY 04 Workforce Information Grant (One-Stop/LMI Grant) on July 2, 2004, through TEGl #1-04.

He stated due to changes in the grant instructions from USDOL and provisions for a new business model, the Workforce Investment Boards of each State are now required to approve the activities and grant deliverables of the State's grant plan.

He then explained that due to the extended timeframe to write and process the grant, the USDOL Regional Workforce Information Specialist has extended the due date of the grant to September 30, 2004. He stated this would provide the Region IV States the time to manage the development and process the grant for AWIB approval and consideration. Chairman Lux then referred to Mr. Al Crumby for additional information.

Mr. Al Crumby explained the LMI staff is in the process of writing the grant to the standards of the grant instructions. He stated the main effort is in tying the deliverables to the mission statement or goals of the State's WIA/Wagner-Peyser Five-Year Strategic Plan. Mr. Crumby stated that this is an informational item, and that at the September 14, 2004 executive committee meeting the Information Grant will be submitted as an action item for viewing, comments, and approval. Ms. Janosky asked the purpose of the grant. Mr. Crumby explained the state of Arkansas receives funds for the Labor Market Information program. Mr. Crumby then introduced Mr. Ron White to answer specific questions regarding the grant. Mr. White explained the Workforce Information Grant funds a portion of the Labor Market Information office, and the funds originate from the USDOL Employment and Training Office. Chairman Lux reiterated that the grant funds the services that the Labor Market Information office offers and is similar from state to state. Ms. Janosky asked whether the services were a continuation of what has been occurring in the state, and whether submitting information for the grant was done yearly. Mr. Crumby explained the process is completed each year. Mr. Crumby explained that since there have been changes in the planning requirements to

connect the plan more closely with the five-year strategic plan, changes in the grant would have to be made. Mr. White stated that there are new deliverables each year.

Announcements: Chairman Lux noted that the Incumbent Worker Training Program grants have been delayed until the Office of Inspector General report has been received. Ms. Winston stated that an electronic letter has been sent to the second group of applicants explaining the delay. Chairman Lux then announced that next month's meeting would be an Executive Committee meeting, to be held Tuesday, September 13, 2004, at 9:00 a.m., at the AWIB offices in conference room 1, North Little Rock.

Adjourn: With no other announcements or questions, **Senator Gilbert Baker motioned to adjourn the meeting at 2:28 p.m.; Ms. Catherine Janosky seconded, and the motion was carried unanimously.**



Steve Lux, Chairman



Sandra Winston, Executive Director

*Minutes recorded by Stephanie Carlo
Workforce Investment Board Staff*